

Employment Opportunity

Recreation Programmer Temporary Full-Time

The Town of Morinville is a growing community on the doorstep of Metro Edmonton. Developed on a foundation of rich heritage and culture spanning 100+ years, it offers an excellent quality of life with convenient access to all nearby big city amenities while retaining the characteristics of a vibrant and flourishing centre for the surrounding rural community.

We are seeking a temporary full-time Recreation Programmer to provide support to the Events and Programs Coordinator by assisting with community events and direct program planning and delivery for the summer recreation program at various Town of Morinville playgrounds and park areas. The term of this position will be from May 5, 2025, to August 22, 2025, based upon operational requirements.

Key Responsibilities:

- Develop and deliver the Summer Travelling Adventure program and Rock the Rails Event.
- Assist the Events and Programs Coordinator and Community Development Supervisor with recreation and culture events.
- Develop youth programs that have social service and recreation outcomes.
- Maintain accurate program budgets and reports.
- Conduct program evaluations and surveys to ensure programs are meeting the intended outcomes.
- Maintain all supplies and equipment required for programs and manage an inventory list.
- Support Corporate Communications with event and program promotion.
- Attend weekly staff meetings and prepare weekly and end of term reports.
- Support the Recreation Leader on the Summer Travelling Adventure days.
- Ensure all activities are carried out in a safe environment and adhere to Health and Safety Standards.
- Other related duties as required.

Requirements:

- High School Diploma is required.
- Preference will be given to candidates with partial or completed post-secondary education in Recreation, Kinesiology, Education, or a related field.
- Valid First Aid and CPR/AED Certificate is required.
- Valid Class 5 Driver's License and access to a vehicle is required.
- Exceptional communication, interpersonal and organizational skills.
- Previous experience working with children in a program setting an asset.
- High Five training is an asset.
- The successful candidate will be required to provide a Vulnerable Sector Criminal Record Check and Drivers Abstract.

This position is partially funded by the Canada Summer Jobs grant program and requires applicants to meet the following eligibility:

- applicants must be between 15-30 years of age, and either a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred (foreign students are ineligible) and be legally entitled to work in Canada.

Compensation/Hours of Work: \$21.00 - \$24.00 per hour. The term of this summer position will be from May 5, 2025, to August 22, 2025, based upon operational requirements. Hours of work are based on a 35-hour work week.

Application Deadline: Thursday, February 13, 2025

To apply to this position please visit
www.morinville.ca/careers

We thank all applicants for their interest; however, only those under consideration will be contacted.

The Town of Morinville values and supports diversity and inclusion in the workplace and encourages all qualified individuals to apply. Accessibility accommodations are available on request for candidates taking part in all aspects of the selection process.